



**Tillamook Urban Renewal Agency  
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Tillamook, Oregon 97141**

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**TURA Regular Meeting  
Thursday, June 24<sup>th</sup>, 2010  
5:30 P.M.**

**Board Members Present:**

Chairman Don Hurd, Vice Chairman Suzanne Weber, Carolyn Decker, Alene Allen, Joe Martin

**Board Members Excused:**

Sean Lambert

**Staff Present:**

Mark Gervasi: City Manager, Debbi Reeves: Administrative Assistant

**Guests/Public:** None

**Chairman Don Hurd** called the meeting to order at 5:30 P.M. **Reeves** did the roll call of the board.

**Chairman Hurd** asked if there were any comments or correction to the minutes of the June 10, 2010 meeting. There were none.

- **Martin** made a motion to approve the minutes of the regular meeting of June 10<sup>th</sup>, 2010 as typed. **Weber** seconded the motion. **Hurd** called for the vote, ayes were received by all board members seated and the motion passed unanimously.

**Hurd** asked **Reeves** if she had any comments on the bills. She explained 2 of the bills were for budget notice publication and there was reimbursement for Allen's meal at the EDC Annual Dinner.

- **Weber** made a motion to pay the bills in the amount of \$262.06 and the motion was seconded by **Allen**. Ayes were received by all board members and the motion passed unanimously.

**Decker** asked if she could comment on something she had been thinking about. She would like to know the other board member's thoughts on having some kind of plaque made to place on completed projects that the TURA has helped in financing. She thought it would be good for the public to know what their tax dollars were invested in around the community. **Gervasi** spoke about types of plaques and costs and that indoor plaques were less costly than outdoor plaques. The board discussed this idea.

- **Hurd** made a motion to approve the expenditure for a plaque for the Janac Building for an amount up to \$100 and for **Decker** to come up with the wording for the plaque and bring the information back to the board. The motion was seconded **Weber**. **Hurd** called for the vote. Ayes were received by all board members and the motion passed unanimously.

**Hurd** opened the Public Hearing on the 2009-2010 Supplemental Budget and read the heading of Resolution 2010-02.

**Gervasi** explained the Resolution for the Supplemental Budget for FY 2009-2010 and the reasons for the supplemental budget. He went over the line items that were over budget and why. **Gervasi** noted that staff and the accountants recommended the board to adopt the Supplemental Budget and adjust the overages for FY 2009-2010. **Hurd** asked if there were any questions. There were none. He noted there were no public persons in attendance and closed the public hearing.

- **Weber** made a motion to approve Resolution 2010-02 adopting a Supplemental Budget for FY 2009-2010 and appropriating funds within the General Fund of the TURA. The motion was seconded by **Martin**. Ayes were received by all board members and the motion passed unanimously.

**Gervasi** explained the next item on the agenda was the Letter of Intent for the Oregon Main Street Program which was presented and discussed at June 10<sup>th</sup> meeting. **Hurd** mentioned the Streetscapes Committee had discussed networking with the other local committees and agencies in Tillamook for downtown ideas and improvements. **Gervasi** recommend the Letter of Intent be signed to begin the process of joining the Main Street Program. There was discussion about networking and the program. **Hurd** would like to have a meeting set up with **Sheri Stuart**, Coordinator of the Oregon Main Street Program and the other local committees and agencies that would be involved.

- **Weber** made a motion to instruct the Chairman to sign the Letter of Intent for the Oregon Main Street Program and send to the Main Street Coordinator. The motion was seconded by **Hurd**. Ayes were received by all board members and the motion passed unanimously.

**Reeves** reported a letter regarding the delinquent taxes had been sent to **Janac** and that an invoice for the over payment had also been sent to **Janac**. There has been no response yet in either case. **Hurd** will speak with **Janac** about the issues.

**Hurd** reported on the progress of the completion of the **Janac** Building. **Hurd** went over the fire suppression system, the minor items left to complete, the plumbing, alcoves, doors,

signage, painting and the completion of the office. **Decker** asked if the items were not completed by June 30<sup>th</sup> would invoices be paid. **Hurd** thought if the board knew the billings were coming there could be an extension. This was discussed. Signage was discussed and the importance of it to attract people to stop. The Public Market was discussed.

**Hurd** mentioned he and **Weber** had spoken about the 1<sup>st</sup> Street parking lots and the city rental parking lots. He explained their idea of discussing with the City Council the possibility of switching lots with the city and using their rental lot for downtown public parking and using the TURA lots for rental. There was discussion about metering the lots for city revenue. The consensus of the board was to take this idea to the council for discussion.

- **Hurd** made a motion to take the parking lot discussion to the city council for their thoughts and input. The motion was seconded by **Decker**. All board members voted aye and the motion carried unanimously.

The next item was on the agenda was the Façade Grant Resolution and application.

- **Weber** made a motion to adopt Resolution 2010-03 authorizing the TURA to administer the Façade Grant Program. **Martin** seconded the motion. Gervasi explained the council will have the same kind of resolution approving the TURA to administer the façade grants. There was discussion about applicants and that anyone in the district could apply. **Hurd** mentioned the grants would be 50/50 matching funds up to \$5,000. With no further discussion the vote was called for. Ayes were received by all board members seated and the motion passed unanimously.

The board vacancy was next for discussion. **Reeves** mentioned those who had applied and those who had picked up applications. Consensus of the board was to send a letter to all interested applicants and invite them to the July 22<sup>nd</sup> meeting. A copy of the letter will go to the Headlight Herald also. **Reeves** will draft and send a letter.

**Hurd** went over the email from **Jeannette Launer**, TURA attorney, regarding the FEMA appeal and funding from the agency. **Hurd** presented an invoice from Tillamook County Commissioner, **Mark Labhart** for \$6,000 and documentation. **Hurd** will get the details and information into a letter as **Launer** directed. There was discussion about community commitments and contributions to for the appeal costs.

**Decker** gave a report of the last Streetscapes Committee meeting. She noted the ODOT project had been discussed and the Streetscapes partnering with them during the process. Having all the plans in place will expedite the process. She mentioned also partnering with

PUD and stressed the importance of coordination. The Streetscapes Committee is continuing to look at the block between Main and Pacific on 2<sup>nd</sup> Street. **Decker** mentioned the new litter cans are completed and will be picked up by the City soon from the company in Vancouver. **Decker** said the Streetscapes Committee would like to meet with the Beautification Committee. **Gervasi** mentioned the next Beautification meeting is July 13<sup>th</sup> at 9 am. **Reeves** will notify the Streetscapes Committee.

**Hurd** spoke about the town center plan and thinks it is time to relook at the plan and possibly make updates. The Town Center Plan, the Tillamook Revitalization Association (TRA), the hanging baskets and Christmas were discussed. **Gervasi** explained what the City does with transient room tax (TRT) funds.

**Hurd** mentioned the board needs to have a meeting with business owners regarding the downtown area, the flower baskets, Christmas lights, TRA and the TURA. He thought all businesses from 1<sup>st</sup> Street though 4<sup>th</sup> Street should be involved. Discussion followed. It was board consensus that a meeting should be a priority item.

**Hurd** and **Decker** met with the owner of the Coliseum Theatre and they explained what happened at the meeting with **Ted Bump**, the owner. **Mr. Bump** was very interested in the ideas and working with the TURA. He will look into the costs of changing to a 2 or 3 screen theatre. **Decker** will be looking into grant money for expanding a business. **Hurd** and **Decker** will meet with **Mr. Bump** again on July 7<sup>th</sup>.

**Hurd** asked if there were any board concerns. **Weber** mentioned the awning and windsocks on the Beal Building and expressed her concern that it be cleaned up. **Hurd** thought **Marilyn Saito** the building owner should be contacted about the awnings. **Reeves** mentioned she had an email from **Andy Stricker** that he would be starting the Beal Building inspection soon.

With no further business the meeting was adjourned by **Hurd** at 6:50 p.m.

Prepared by:  
Debbi Reeves  
Administrative Assistant

Reviewed by:

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Don Hurd – Chairman